

**REGULAR SESSION MEETING MINUTES  
PLANNING AND ZONING COMMISSION  
JANUARY 13, 2016**

A Regular Session Meeting of the **EAST HARTFORD PLANNING AND ZONING COMMISSION** was held in Town Council Chambers, 740 Main Street, East Hartford, Connecticut on January 13, 2016.

**CALL TO ORDER**

The meeting was called to order at 7:15PM.

**ROLL CALL**

**Present:**

Peter Bonzani, Chair  
Mary Whaples, Vice Chair  
Valentine Povinelli  
Travis Simpson  
Crystal Hernandez (Alternate)  
John Ryan (Alternate)

**Absent**

Kathleen Salemi, Secretary  
Paul J. Roczynski  
Amy Sawyer (Alternate)

**Also Present:**

Jeffrey Cormier, Town Planner  
Denise Horan, Town Engineer

Chair Bonzani declared a quorum and the Commission would be voting with 6 members, including Alternates Ryan and Hernandez .

**APPROVAL OF MINUTES**

➤ Regular Session – December 9, 2015

Upon a motion by Mary Whaples, seconded by John Ryan, the Commission **Voted (5-0-1)** to **approve** the Regular Session minutes for the December 9, 2015 meeting. *Commissioner Simpson abstains.*

Chair Bonzani called for a moment of silence to recognize the passing of Thomas Fitzgerald, a longtime member of the Planning and Zoning Commission.

**TEXT AMENDMENT APPLICATION:** Proposed addition of “Assisted Living Facility” definition to the regulations, the addition of “Assisted Living Facility” as a permitted use in the B-6 zoning district and associated parking requirements.

Applicant: Father Edward C. Doherty – Roncalli Institute Inc.

Upon a motion by John Ryan, seconded by Crystal Hernandez, the Commission **Voted (6-0)** to **approve** the above text amendment application as presented.

**SITE PLAN APPLICATION:** 191 Main Street, A.K.A. Hockanum School – Under Section 702, parking/site improvements and modifications to Hockanum School for the conversion to an Early Childhood Learning Center.

Assessor's Map#19 Lot#5

Applicant: Albert Costa, Director of Facilities, East Hartford Public Schools

Upon a motion by Travis Simpson, seconded by Mary Whaples, the Commission **Voted (6-0)** to **approve** the above site plan application with the following conditions:

1. In evaluating this application, the Planning and Zoning Commission has relied upon information provided by the applicant and, if such information subsequently proves to be false, deceptive, incomplete, and/or inaccurate, this permit shall be modified, suspended or revoked.
2. Final plans are to be signed and stamped (ink & impression) by the Professional Engineer, Land Surveyor, or Architect, as appropriate to the plan sheet.
3. Install hoods on the 4 individual catch basins located in the new parking area.

**SOIL EROSION AND SEDIMENTATION CONTROL APPLICATION:** 191 Main Street, A.K.A. Hockanum School – Under Section 217, parking/site improvements and modifications to Hockanum School for the conversion to an Early Childhood Learning Center.

Assessor's Map#19 Lot#5

Applicant: Albert Costa, Director of Facilities, East Hartford Public Schools

Upon a motion by Travis Simpson, seconded by Mary Whaples, the Commission **Voted (6-0)** to **approve** the above soil erosion and sedimentation control application with the following conditions:

1. In evaluating this application, the Planning and Zoning Commission has relied upon information provided by the applicant and, if such information subsequently proves to be false, deceptive, incomplete, and/or inaccurate, this permit shall be modified, suspended or revoked.
2. Final plans are to be signed and stamped (ink & impression) by the Professional Engineer, Land Surveyor, or Architect, as appropriate to the plan sheet.

**FLOOD HAZARD ZONE MINOR DEVELOPMENT:** Simmons Road, Clement Road, Cumberland Drive, Gould Drive and Gould Circle – Under Section 601, MDC project for replacement of approximately 4,460 linear feet of existing water main including roadway mill and overlay, removing and restoring driveway aprons, curbing, sidewalks and associated surfaces.

Applicant: The Metropolitan District Commission (MDC) – Adam Thompson

Upon a motion by Travis Simpson, seconded by John Ryan, the Commission **Voted (6-0)** to **approve** the above flood hazard zone minor development application with the following conditions:

1. In evaluating this application, the Planning and Zoning Commission has relied upon information provided by the applicant and, if such information subsequently proves to be false, deceptive, incomplete, and/or inaccurate, this permit shall be modified, suspended or revoked.
2. Final plans are to be signed and stamped (ink & impression) by the Professional Engineer and/or Land Surveyor. Add Approval Title Block to each sheet and Engineering Department

Notification note to the Title Sheet as shown on page A-1 of the Town of East Hartford Manual of Technical Design.

3. Clearly depict the limits of all regulated areas on the plans. This includes Flood Hazard areas, Wetlands and Upland Review boundaries.
4. The profile sheets submitted only show the existing road profile. Show compliance with Section 601.10 of the Zoning Regulations by demonstrating that there will be no changes to existing grades as a result of the proposed work that will result in a decrease of the flood plain storage capacity. This information needs to be included on the plans.
5. Details shown on the detail sheets should conform to the Town of East Hartford Manual of Technical Design regarding road repair items including trench sections, road construction, curbing, sidewalks and other appurtenances. Include a note on the plans for trench repairs that states if the existing pavement thickness is greater than that shown on the detail, then that greater pavement thickness shall be used for the repair.
6. Sheet G3 Note 4 under both General Notes and Surface Restoration General Notes must refer to the Town of East Hartford specifications as the Town specifications govern work performed within the Town's Right of Way.

**SOIL EROSION AND SEDIMENTATION CONTROL APPLICATION:** Silver Lane, Simmons Road, Clement Road, Gold Street, Cumberland Drive, Gould Drive and Gould Circle – Under Section 217, MDC project for replacement of approximately 4,460 linear feet of existing water main including roadway mill and overlay, removing and restoring driveway aprons, curbing, sidewalks and associated surfaces.

Applicant: The Metropolitan District Commission (MDC) – Adam Thompson

Upon a motion by Mary Whaples, seconded by Travis Simpson, the Commission **Voted (6-0)** to **approve** the above soil erosion and sedimentation control application with the following conditions:

1. In evaluating this application, the Planning and Zoning Commission has relied upon information provided by the applicant and, if such information subsequently proves to be false, deceptive, incomplete, and/or inaccurate, this permit shall be modified, suspended or revoked.
2. Final plans are to be signed and stamped (ink & impression) by the Professional Engineer and/or Land Surveyor. Add Approval Title Block to each sheet and Engineering Department Notification note to the Title Sheet as shown on page A-1 of the Town of East Hartford Manual of Technical Design.
3. Clearly depict the limits of all regulated areas on the plans. This includes Flood Hazard areas, Wetlands and Upland Review boundaries.
4. Clearly show the proposed E&S control measures on the plans. Show which proposed measures are to be used and where.
5. Show soil types on the plans.
6. Details shown on the detail sheets should conform to the Town of East Hartford Manual of Technical Design regarding road repair items including trench sections, road construction, curbing, sidewalks and other appurtenances. Include a note on the plans for trench repairs that states if the existing pavement thickness is greater than that shown on the detail, then that greater pavement thickness shall be used for the repair.
7. Sheet G3 Note 4 under both General Notes and Surface Restoration General Notes must refer to the Town of East Hartford specifications as the Town specifications govern work performed within the Town's Right of Way.
8. E&S Standard Details need to be added to the plan sheets. Providing a list is not sufficient.

9. Provide a sequence for the installation and/or application of E&S measures on the plans and in the narrative. Information provided is not sufficient as it does not clearly state what is to be done and when. Identify a responsible person as required.
10. Describe in the narrative which E&S measures are to be installed, where they are to be installed and when they are to be installed.
11. Place the note required by Section 217.7 of the Zoning Regulations on the plans.
12. The submitted materials indicate a high likelihood that groundwater will be a factor during the proposed construction. Describe in detail how the groundwater will be properly disposed of. Also describe any proposed treatments to the groundwater prior to discharge.
13. Additional permits from other regulatory agencies may be required.
14. Soil erosion and sedimentation control bond to be set in the amount of \$12,000.00.

**FLOOD HAZARD ZONE MINOR DEVELOPMENT:** Under section 601, to allow 2016 Roadway Improvement Project consisting of roadway mill & overlay, curb resetting and replacement, utility structure adjustments, drainage, pavement markings and signage improvements for Broad Street and Clement Road.

Applicant: Timothy Bockus, Director of Public Works, Town of East Hartford

Upon a motion by John Ryan, seconded by Crystal Hernandez, the Commission **Voted (6-0)** to **approve** the above flood hazard zone minor development application with the following condition:.

1. Final plans are to be signed and stamped (ink & impression) by the Professional Engineer, Land Surveyor, or Architect, as appropriate to the plan sheet.

**SOIL EROSION AND SEDIMENTATION CONTROL APPLICATION:** Under section 217, to allow 2016 Roadway Improvement Project consisting of roadway mill & overlay, curb resetting and replacement, utility structure adjustments, drainage, pavement markings and signage improvements for seventeen roads.

Applicant: Timothy Bockus, Director of Public Works, Town of East Hartford

Upon a motion by John Ryan, seconded by Crystal Hernandez, the Commission **Voted (6-0)** to **approve** the above soil erosion and sedimentation control application with the following condition:.

1. Final plans are to be signed and stamped (ink & impression) by the Professional Engineer, Land Surveyor, or Architect, as appropriate to the plan sheet.

#### **Financial Guarantee Releases/Reductions/Settings**

- **Financial Guarantee Setting:** Soil erosion and sedimentation control bond for the MDC water main replacement project at Silver Lane, Simmons Road, Clement Road, Gold Street, Cumberland Drive, Gould Drive and Gould Circle in the amount of \$12,000.

Upon a motion by Mary Whaples, seconded by Travis Simpson, the Commission **Voted (6-0)** to **set** the financial guarantee for the above erosion and sedimentation controls for the MDC water main replacement project in the amount of \$12,000.00.

- **Financial Guarantee Reduction:** 411 Connecticut Boulevard – Bond reduction in the amount of \$7,315 leaving an outstanding balance of \$1,485 for silt fence maintenance.

Upon a motion by Travis Simpson, seconded by John Ryan, the Commission **Voted (6-0)** to **reduce** the financial guarantee for improvements at 411 Connecticut Blvd in the amount of \$7,315, leaving an outstanding balance of \$1,485 for silt fence maintenance.

### **MISCELLANEOUS**

- **Reschedule February meeting**

It was the consensus of the Commission to re-schedule the February 10<sup>th</sup> meeting to February 17<sup>th</sup> @ 6PM.

It was suggested that the Fitzgerald family receive a commendation from the town recognizing the dedication of Thomas Fitzgerald to the Planning and Zoning Commission.

### **ADJOURNMENT**

The meeting adjourned at 8:28P.M.

Respectfully submitted,

Jeffrey Cormier, Town Planner